



**Nursing Care Quality Assurance Commission
Special Meeting Notice
Business Meeting
September 8, 2006
Red Lion Hotel
221 North Lincoln
Port Angeles, WA 98362
360-417-5722**

Commission Members: Dr. Judith D. Personett, EdD, RN, Chair
Susan Wong, MBA, MPA, RN, Vice-Chair
Linda Batch, LPN
Richard Cooley, LPN
William Hagens, Public Member
Todd Herzog, CRNA
Lorrie Hodges, LPN
Rev. Ezra Kinlow, Public Member
Jacqueline Rowe, RN
Robert Salas, RN
Diane Sanders, RN
Rhonda Taylor, RN
Mariann Williams, RN, MPH, ARNP
Susan Woods, PhD, RN, FAHA, FAAN
Erica Benson-Hallock, MPPA, Public Member

Assistant Attorney General: Gail Yu, Assistant Attorney General

Staff: Paula R. Meyer, RN, MSN, Executive Director
Kris McLaughlin, Secretary
Usrah Claar-Rice, MS, MSN, RN, Nurse Education Manager
Chuck Cumiskey, RN, BSN, MBA, Nurse Practice Manager
Mary Dale, Nurse Discipline Manager
Marc Defreyn, Advising Staff Attorney
Kendra Pitzler, Health Services Consultant
Taylor Stair, Health Services Consultant
Terry West, Health Services Consultant

In accordance with the Open Public Meetings Act, approximately 1339 special meeting notices were sent to individuals requesting notification of Nursing Commission meetings.

If you have questions regarding the agenda you may call the Nursing Commission office at (360) 236-4713. Items may be taken out of order. If you wish to attend the meeting for a single item, you may contact Kris McLaughlin at the number listed above and request that a specific time be scheduled for that item.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services

must be made no later than September 5, 2006. If you wish general information about this meeting, please call the program at (360) 236-4713. If you need assistance with special needs and services, you may leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voicers for people with difficulty being understood. The Washington State speech to Speech toll free access number is 1-877-833-6341.

Smoking is prohibited at this meeting.

**September 8, 2006 Nursing Care Quality Assurance Commission
Business Meeting**

1. 8:30AM Opening — Dr. Judith D. Personett, EdD, RN, Chair

- Call to order
- Introductions
- Order of the Agenda
- Correspondence
- Announcements

2. Consent Agenda – DISCUSSION/ACTION

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Nursing Care Quality Assurance Commission (NCQAC) without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- A. Approval of minutes
 - 1. NCQAC July workshop and business meeting
 - 2. NCQAC Disciplinary Hearing minutes
 - May 18, 2006
 - June 15, 2006
 - 4. Licensing and Discipline sub-committee
 - 5. Consistent Standards of Practice sub-committee
 - 6. Continuing Competency sub-committee
 - 7. Nursing Program Approval Panel (NPAP)
- B. National Council of State Boards of Nursing (NCSBN) correspondence
 - Donna Dorsey letter July 20, 2006
- C. Department of Health (DOH) correspondence
- D. Licensing statistics

3. Chair Report – Dr. Judith Personett – DISCUSSION/ACTION

- NCSBN Annual meeting and House of Delegates, Salt Lake City, August 1 – 4, 2006
 - LPN/LVN meeting – Lorrie Hodges
 - Research conducted by NCSBN – Paula Meyer
- Health Professions Quality Assurance (HPQA) Uniform Disciplinary Act task force
- September 28-29, 2006 – Board, Commission Leadership Forum, Workshop, and, Board, Commission Committee Conference

4. Executive Director Report – Paula Meyer – DISCUSSION/ACTION

- NCQAC Newsletter planning – Terry West
- Consider rule making to delegate decisions to open complaints to investigations by staff according to thresholds determined by the NCQAC – Mary Dale
- Use of Collection Agencies for non-compliance with fines – Mary Dale
- Charging panel and Hearing panel decisions – action and process used when a hearing panel disagrees with the charging panel and an agreed order is not accepted – Marc Defreyn

- NCSBN committee assignments: Dr. Judith Personett, chair, Resolutions Committee; Dr. Susan Woods, Awards Panel
- Sub-committee and charging panel assignments - Paula Meyer
- Calendar of business meetings, hearings, sub-committee meetings, out of state travel – Paula Meyer

5. Discussion items - DISCUSSION/ACTION

If items are selected for action and a task force assigned, the group will meet once, complete the charter and then come to the next meeting for decision to proceed

6. Advisory Opinions/Interpretive Statements – Mariann Williams and Chuck Cumiskey - DISCUSSION/ACTION

A draft procedure and recommendations are to be presented for the NCQAC consideration. The procedure will address the requests for advisory opinions, trends in requests, use of the Scope of Practice Decision Tree, and a retention schedule for advisory opinions.

The NCQAC will consider rescinding advisory opinions that have been archived and considered out of date.

7. ARNP interim permits – Terry West - DISCUSSION/ACTION

RCW 18.79.180 allows the NCQAC to issue interim permits and WAC 246-840-350 describes the interim permit process for ARNPs. Neither the RCW nor the WAC define a time limit for the interim permit. A draft procedure will be presented for discussion and considered for adoption by the NCQAC.

8. Nursing Technicians and Nursing Sexual Misconduct Rules – Paula Meyer - DISCUSSION/ACTION

The NCQAC rules on sexual misconduct apply to nursing technicians. The NCQAC approved opening the rules to clarify and list the inclusion of nursing technicians. Draft language and a timetable for adoption will be presented.

9. Nursing Program Approval Panel(s) (NPAP) procedure –Rhonda Taylor, Sue Woods - DISCUSSION/ACTION

The procedure for the NPAP has been revised to include description of process, records retention, membership, and the appeal process. The procedure will be presented for discussion and consideration for adoption.

10. Mutual State Recognition of Nursing Licenses Stakeholder Plan and Materials – Paula Meyer - DISCUSSION/ACTION

In 1998, the NCQAC approved the concepts of Mutual State Recognition (MSR) of licenses with limited progress. The NCQAC received education and an update on the Mutual State Recognition Model at their July workshop. The stakeholder plan and materials to be shared will be presented. Results of Gallup poll, conducted by NCSBN, on MSR will be presented.

11. Office of the Superintendent of Public Instruction (OSPI) Oral Medication Bulletin – Paula Meyer, Chuck Cumiskey - DISCUSSION/ACTION

The Oral Medications Bulletin was produced by the OSPI in 2000. Since then, statutory changes have occurred necessitating revisions of the bulletin. Recommended changes from the NCQAC and Board of Pharmacy will be presented and discussed.

- 12. Staffing Model for the Delivery of School Health Services – Lorrie Hodges, Robert Salas, Rhonda Taylor - - DISCUSSION/ACTION**
In 2000, the OSPI, the Department of Health (DOH) and the NCQAC published the Staffing Model for the Delivery of School Health Services. Since then, legislative changes and practice changes have been made and the publication is in need of revision. The NCQAC will receive recommendations from the members who have reviewed the document for input to the DOH and the OSPI.
- 13. Health Professions Quality Assurance (HPQA) Procedure 254: Disciplinary Guidelines Manual and Sanctioning Guidelines for Secretary Professions – Paula Meyer - DISCUSSION/ACTION**
The HPQA Sanctioning Guidelines for Secretary Professions were presented to the NCQAC for information and review at the July 14 meeting. The NCQAC will be asked to adopt the use of these guidelines.
- 14. Use of the Sanction Standards in Disciplinary Action - Mary Dale – Discussion/Action**
The NCQAC policy A27.03 has been reviewed. The recommendation is to change the Sanction guidelines A27.03 to Standards A27.04. This change will strengthen the sanctions to make them fixed standards and therefore less flexible than guidelines.
- 15. November workshop items – Paula Meyer - DISCUSSION/ACTION**
The workshops for the NCQAC and pro tem members will now occur in March and November of every year. Commission members will be asked for topics for the November workshop.

11:30AM Executive Session if needed

The Executive Session is that part of a regular or special meeting that is closed to the public.

LUNCH

1:00PM–OPEN MIKE

Open mike is for public presentation of issues to the Nursing commission. If the public has issues regarding disciplinary cases, please call: 360-236-4727.

16. Sub-committee reports – DISCUSSION/ACTION

Each of the Sub-committees will present their strategic plans for adoption.

- A. Discipline and Licensing – Jackie Rowe, Chair - DISCUSSION/ACTION
- B. Consistent Standards of Practice - Rhonda Taylor, Chair -DISCUSSION/ACTION
- C. Continuing Competency – Todd Herzog, Chair - DISCUSSION/ACTION

Closing